

**WORK SESSION/REGULAR MEETING  
FEBRUARY 20, 2020  
TENTATIVE AGENDA**

1. Approval of Minutes of February 6, 2020 Regular Meeting
2. Resolution authorizing payment of bills
3. Resolution regarding Cops in Shops Summer Shore Initiative grant
4. Introduction and First Reading of Ordinance #2020-01 entitled "AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY"
5. Executive/Closed Session to discuss personnel matters and contract negotiations

Maryanne Capasso, RMC  
Municipal Clerk

*The Mayor and Council reserve the right to add or delete items from the agenda.*

**RESOLUTION  
FEBRUARY 20, 2020**

**WHEREAS**, the governing body of the Borough of Lakehurst, in the County of Ocean and State of New Jersey has carefully examined all vouchers presented to the Borough Clerk for payment of claims; finding all to be accurate and legitimate;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the bills list as presented in the amount of \$369,338.82 is hereby approved.

**I, Maryann Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of February 20, 2020.**

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**Maryanne Capasso  
Municipal Clerk, RMC**

P.O. Type: All  
Range: First to Last  
Format: Detail without Line Item Notes

Open: N Paid: N Void: N  
Rcvd: Y Held: Y Aprv: N  
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
19-00836	11/04/19	w0010 W. B. MASON OFFICE SUPPLIES						
		1 LYSOL DIS WIPES	26.97	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		2 GORILLA GLUE	17.48	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		3 BANKER BOX 12 CT	29.74	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		4 DESK CALENDAR	16.70	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		5 CLIPBOARD	2.94	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		6 PUFFS TISSUE 24 CT	42.48	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		7 DIXIE PLATES	36.59	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		8 MEMO PADS 3X5	11.70	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		9 HIGHLAND TAPE 12PK	7.44	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		10 NAPKINS	13.58	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		11 BOARDWALK TOILET PAPER 96CT	63.09	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		12 CAN LINERS 55 GAL	28.44	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		13 FABULOSO CLEANER	35.36	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		14 RUBBERMAID MOP HEAD LG	29.38	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		15 MANILLA TAB FOLDERS	8.00	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		16 SMEAD FILE FOLDERS	7.99	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		17 MEAD NOTEBOOKS	2.94	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		18 AVERY DIVIDERS	3.50	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		19 GP BIG FOLD TOWELS	115.98	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
		20 COMM WASTE BASKET	9.99	9-01-25-240-211	B OFFICE SUPPLIES	R	11/04/19 02/18/20	
			510.29					
20-00058	01/21/20	D0004 DRAEGER, INC.						
		1 SUPPLIES FOR BREATHALYZER	179.00	9-01-25-240-245	B EQUIPMENT - POLICE TACTICAL	R	01/21/20 02/18/20	5950696341
20-00064	01/21/20	N0616 NJ STATE ASSC OF CHIEFS OF PD						
		1 NEW POLICE CHIEF ORIENTATION	600.00	0-01-25-240-284	B TRAINING & EDUCATION	R	01/21/20 02/18/20	IN-6107
20-00067	01/21/20	w0008 WORKNET, OCEAN BAY OCC MEDICIN						
		1 POLICE PRE EMPLOYMENT MEDICAL	333.75	0-01-25-240-229	B PHYSICALS	R	01/21/20 02/18/20	03194063-00
20-00072	01/28/20	H0520 CORE & MAIN						
		1 5/8 IMPERL METERS PROGRAM TO	1,320.00	0-09-00-101-212	B MAINTENANCE SUPPLIES	R	01/28/20 02/18/20	
		2 #39A IPERL TOUCHPAD	0.00	0-09-00-101-212	B MAINTENANCE SUPPLIES	R	01/28/20 02/18/20	

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
20-00072	01/28/20	H0520 CORE & MAIN			Continued				
		3 OMNI 2" R2 METER 100GAL 17" LL	675.00	0-09-00-101-212	B MAINTENANCE SUPPLIES	R	01/28/20	02/18/20	
		4 5/8 RUBBER WASHER	6.00	0-09-00-101-212	B MAINTENANCE SUPPLIES	R	01/28/20	02/18/20	
		5 AR5000 BATTERY FOR 5501	130.00	0-09-00-101-212	B MAINTENANCE SUPPLIES	R	01/28/20	02/18/20	
			<u>2,131.00</u>						
20-00075	01/30/20	E0011 ERS FLEET REPAIR							
		1 6223 REPAIR ESTIMATE# 5881	580.35	0-01-26-292-299	B Vehicle Maintenance - Fire Department	R	01/30/20	02/18/20	
20-00078	01/31/20	E0035 ELITE VEHICLE SOLUTIONS							
		1 REPLACE BOARD IN VISOR CHARGER	170.00	0-01-25-240-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	01/31/20	02/18/20	06389
20-00080	02/03/20	H0626 HENDERSON LABS, J.R. INC.							
		1 LAB TESTS JANUARY 2020	140.00	0-09-00-101-222	B CONTRACTUAL SERVICES	R	02/03/20	02/18/20	55731
20-00102	02/06/20	C0084 COASTAL SOLUTIONS							
		1 50 HOURS	5,750.00	0-01-25-240-222	B CONTRACTUAL SERVICES	R	02/06/20	02/18/20	73736
20-00105	02/06/20	P0041 PRICED RITE TOWING							
		1 INVOICE# 144914	125.00	0-01-25-240-297	B Police - Towing Charges	R	02/06/20	02/18/20	144914
20-00106	02/06/20	A0090 ACCURATE TOWING							
		1 IMPOUND INVOICE: 64031	125.00	0-01-25-240-297	B Police - Towing Charges	R	02/06/20	02/18/20	64031
		2 IMPOUND INVOICE: 67108	125.00	0-01-25-240-297	B Police - Towing Charges	R	02/06/20	02/18/20	67108
			<u>250.00</u>						
20-00108	02/06/20	A0706 AWARD COMPANY OF AMERICA							
		1 NAMEPLATES	23.85	0-01-20-120-299	B MISCELLANEOUS	R	02/06/20	02/18/20	35012
		2 SHIPPING	13.90	0-01-20-120-299	B MISCELLANEOUS	R	02/06/20	02/18/20	35012
			<u>37.75</u>						
20-00109	02/06/20	E0033 EXTEL COMMUNICATIONS							
		1 MESSAGE ON HOLD MP3 EQUIPMENT	299.00	0-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	02/06/20	02/18/20	
		2 LICENSED MUSIC ONLY FILE	99.00	0-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	02/06/20	02/18/20	
		3 LABOR - 1 HOUR	175.00	0-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	02/06/20	02/18/20	
			<u>573.00</u>						
20-00111	02/06/20	E0026 EVERS PSYCHOLOGICAL ASSOCIATIO							
		1 PREEMPLOYMENT PSYCH EXAM	300.00	0-01-25-240-299	B Police - Miscellaneous	R	02/06/20	02/18/20	

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
20-00112	02/06/20	P0120 POLICE AND SHERIFFS PRESS							
		1 HOLOVIEW SECURE ID INV# 129638	30.00	0-01-25-240-211	B OFFICE SUPPLIES	R	02/06/20 02/18/20		129638
		2 SHIPPING	2.55	0-01-25-240-211	B OFFICE SUPPLIES	R	02/06/20 02/18/20		
			<u>32.55</u>						
20-00113	02/06/20	H0030 HOLIDAY CAR WASH							
		1 POLICE CAR WASHES INV# 1111	112.00	0-01-25-240-299	B Police - Miscellaneous	R	02/06/20 02/18/20		1111
20-00116	02/06/20	L0003 LAKEHURST HARDWARE							
		1 HARDWARE HOUSE ACCOUNT CHARGES	90.29	0-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	02/06/20 02/18/20		
20-00118	02/18/20	N0136 NJ NATURAL GAS COMPANY							
		1 ESC GAS BILL	982.60	0-01-31-437-269	B NATURAL GAS	R	02/18/20 02/18/20		
		2 PW GARAGE GAS BILL	813.18	0-01-31-437-269	B NATURAL GAS	R	02/18/20 02/18/20		
		3 COMMUNITY CENTER GAS BILL	579.79	0-01-31-437-269	B NATURAL GAS	R	02/18/20 02/18/20		
		4 PD HQ GAS BILL	393.49	0-01-31-437-269	B NATURAL GAS	R	02/18/20 02/18/20		
		5 BOROUGH HALL GAS BILL	290.14	0-01-31-437-269	B NATURAL GAS	R	02/18/20 02/18/20		
			<u>3,059.20</u>						
20-00119	02/18/20	A0024 ACTION DATA SERVICES							
		1 QUARTERLY FILING 4TH QTR	1,003.70	0-01-20-130-299	B Finance - Miscellaneous	R	02/18/20 02/18/20		67182
		2 PAYROLL SERVICES PDEND 1/31/20	357.35	0-01-20-130-299	B Finance - Miscellaneous	R	02/18/20 02/18/20		67315
			<u>1,361.05</u>						
20-00120	02/18/20	A0075 GANNETT NEW JERSEY NEWSPAPERS							
		1 CLERK ADVERT. 1/1/20 - 1/31/20	473.95	0-01-20-122-215	B Advertising - Legal Advertisements	R	02/18/20 02/18/20		0003137333
20-00121	02/18/20	A0506 AT&T							
		1 AT&T TELEPHONE CHARGES	100.55	0-01-31-440-275	B TELEPHONE	R	02/18/20 02/18/20		
20-00122	02/18/20	O0012 ONE CALL CONCEPTS							
		1 ONE CALL MESSAGES 1/20	9.52	0-09-00-101-275	B TELEPHONE	R	02/18/20 02/18/20		0015363
20-00123	02/18/20	B9112 B & K EQUIPMENT SERVICES							
		1 BACKHOE INVOICE# 29836	280.00	9-09-00-101-252	B MOTOR VEHICLE - MAINT/REPAIR	R	02/18/20 02/18/20		29836
20-00124	02/18/20	N0380 NJ STATE LEAGUE OF MUNICIPALIT							
		1 2020 MEMBERSHIP DUES NJLM	394.00	0-01-20-120-281	B PROFESSIONAL MEMBERSHIP & DUES	R	02/18/20 02/18/20		246MLJ20



PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00138	02/18/20	R0158 REMINGTON & VERNICK ENGINEERS								
		1 NJEIT WATERMAIN REPLACEMENT	1,079.00	C-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)	R	02/18/20	02/18/20		1514U069-34
20-00139	02/18/20	L0040 LOWE'S								
		1 LOWE'S HOUSE ACCOUNT CHARGES	351.56	0-01-26-310-261	B PAINT & LUMBER	R	02/18/20	02/18/20		
		2 LOWE'S HOUSE ACCOUNT CHARGES	35.59	0-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	02/18/20	02/18/20		
			387.15							
20-00140	02/18/20	U0005 UNIFIRST CORPORATION								
		1 PW UNIFORM CLEANING 1/20	855.64	0-09-00-101-271	B UNIFORMS	R	02/18/20	02/18/20		
20-00141	02/18/20	M0316 MUNICIPAL CLERKS ASSOC OF OC								
		1 2020 ANNUAL MEMBERSHIP DUES	90.00	0-01-20-120-281	B PROFESSIONAL MEMBERSHIP & DUES	R	02/18/20	02/18/20		
20-00142	02/18/20	C0076 CLEARY, GIACOBBE, ALFIERI &								
		1 LABOR ATTORNEY FEES 11/19-1/20	1,576.80	0-01-20-155-231	B LEGAL SERVICES	R	02/18/20	02/18/20		77924
<hr/> <b>Total Purchase Orders: 41 Total P.O. Line Items: 77 Total List Amount: 369,338.82 Total Void Amount: 0.00</b> <hr/>										

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	0-01	356,434.28	0.00	356,434.28	0.00	0.00	356,434.28
WATER & SEWER OPERATING	0-09	<u>6,630.25</u>	<u>0.00</u>	<u>6,630.25</u>	<u>0.00</u>	<u>0.00</u>	<u>6,630.25</u>
Year Total:		363,064.53	0.00	363,064.53	0.00	0.00	363,064.53
CURRENT FUND APPROPRIATIONS	9-01	689.29	0.00	689.29	0.00	0.00	689.29
WATER & SEWER OPERATING	9-09	<u>280.00</u>	<u>0.00</u>	<u>280.00</u>	<u>0.00</u>	<u>0.00</u>	<u>280.00</u>
Year Total:		969.29	0.00	969.29	0.00	0.00	969.29
	C-08	4,405.00	0.00	4,405.00	0.00	0.00	4,405.00
	G-02	590.00	0.00	590.00	0.00	0.00	590.00
	R-01	310.00	0.00	310.00	0.00	0.00	310.00
Total of All Funds:		<u><u>369,338.82</u></u>	<u><u>0.00</u></u>	<u><u>369,338.82</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>369,338.82</u></u>

**RESOLUTION  
FEBRUARY 20, 2020**

**WHEREAS**, the Borough of Lakehurst is desirous of participating in the federal grant program Cops in Shops Summer Shore Initiative 2020 Grant # AL-20-45-05-03 administered by the State of New Jersey, Department of Law and Public Safety; **and**

**WHEREAS**, the Lakehurst Police Department will participate in the program supported by Federal Fiscal Year (FFY) 2020 National Priority Safety Programs (CFDA NO. 20.616) and funding from the Department of Transportation, National Highway Traffic Safety Administration; **and**

**WHEREAS**, the Borough of Lakehurst will receive \$3,520.00 for the Cops In Shops details from May 20, 2020 to September 15, 2020; **and**

**WHEREAS**, the Borough of Lakehurst agrees to accurately and timely complete all program forms, including Monthly Reimbursement Forms, Summary of Arrest Forms and Arrest/Citation Report Forms.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the funding in the amount of \$3,520.00 for the Cops in Shops College Summer Shore Initiative Grant #AL-20-45-05-03 is hereby accepted.

**I, Maryanne Capasso, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of February 20, 2020.**

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**Maryanne Capasso, RMC  
Municipal Clerk**

## ORDINANCE

### **“AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY”**

**2020-01**

**BE IT ORDAINED** by the Mayor and Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, the following sections are amended:

#### **CHAPTER 2: ADMINISTRATION**

**Section 2-43.2 Charge for Returned Checks** is hereby amended as follows:

The Borough Council hereby imposes a service charge, pursuant to the authority granted in N.J.S.A. 40:5-18, in the amount of \$20 for each check, other written instrument or electronic transfer that is returned for insufficient funds. The Chief Financial Officer and Tax Collector are each authorized to require payment in cash or by certified or cashier's check when there have been at least two prior occasions in which monies have been returned for insufficient funds from the same individual.

#### **Effective date.**

This Ordinance shall take immediately upon final passage and publication as required by law.

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Hon. Harry Robbins  
Mayor

## NOTICE

**NOTICE IS HEREBY GIVEN** that the foregoing ordinance was introduced and passed on first reading at a regular meeting of the governing body of the Borough of Lakehurst, in the County of Ocean, and State of New Jersey, held on the twentieth day of February, 2020 and that said Ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, 207 Center Street, Lakehurst, New Jersey on the fifth day of March, 2020 at 7:30 p.m. or as soon thereafter as said matter may be reached, at which time and place any person desiring to be heard shall be given an opportunity to be so heard.

Maryanne Capasso, RMC  
Municipal Clerk